

**MINUTES OF THE COMMON COUNCIL
WORK SESSION
November 20, 2012
City Council Chambers – Rouss City Hall**

PRESENT: President Jeff Buettner; Councilor Evan Clark, John Tagnesi, Les Veach and Ben Weber; Vice-Mayor Milt McInturff; Mayor Elizabeth Minor; Vice-President John Willingham (8)
ABSENT: Councilor John Hill (1)

President Buettner called the meeting to order at 6:00 p.m.

Items for Discussion:

Discovery Museum Presentation

Phillip Glaize, Chairman of the Discovery Museum Board, and Mary Braun, Executive Director of the Discovery Museum, presented a summary of the steps taken to find a new property in Winchester. Mr. Glaize stated the museum will be relocating to the new building at 19 West Cork Street. This building will provide nearly 3 times more the space for exhibits and education. One of the exhibits will be a full scale ambulance in the Health Works exhibit. The museum has maintained a balanced budget through budget cuts while still providing scholarships and free admission to members of the community. The operating expenses are just over \$400,000.00 a year. The earned income is at 57% and the museum is striving to increase donations received from governments and corporations. The museum is collaborating with the Museum of the Shenandoah Valley, Shenandoah University, Shenandoah Arts Council, and various national educational, cultural, governmental and community organizations. Mr. Glaize stated the Discovery Museum meets three out of the four goals that came out of the Council Strategic Plan.

Council Benefits/Compensation

Human Resources Director Joel Davis stated the last time this was presented was at the August 21, 2012 Work Session. Council may elect to enroll in the health and dental coverage by January 1, 2013. If you choose not to enroll, you would receive \$75.00 deposited into a flex spending account to spend on office co-pays, prescriptions and other medical expenses.

Vice-President Willingham moved to forward to Council. *The motion was seconded by Councilor Clark then approved 8/o.*

Consent Agenda

City Manager Dale Iman discussed the reinstitution of the consent agenda in a traditional way. He stated any items listed under the consent agenda would be approved with one motion. He presented a few guidelines for items to meet before listing them on the consent agenda. He stated the options are to continue the current practice, to change to the traditional consent agenda, or to use a hybrid.

Vice-President Willingham moved to forward the use of the consent agenda to Council. *The motion was seconded by Councilor Veach then approved 8/o.*

Planned Unit Development (PUD) Process

Planning Director Tim Youmans presented a summary on the Planned Unit Development (PUD) rezoning process that can be used as a tool for implementing the comprehensive plan. Mr. Youmans presented examples of PUDs that have been approved in the past. He reviewed the submittal requirements that must be considered and compared the PUD to form based code zoning. He stated Council has the discretion to apply certain conditions to ensure quality for the future.

O-2012-35: AN ORDINANCE TO MODIFY SECTION 13-3 OF THE WINCHESTER CITY CODE PERTAINING TO THE REGULATION OF MASSAGE PARLORS

Police Chief Kevin Sanzenbacher presented the ordinance to allow a business person who is not a physician, chiropractor, registered nurse, licensed practical nurse, or registered physical therapist to open a massage business.

Councilor Clark stated he would like to add a licensed massage therapist to the ordinance to allow them to open a shop as well.

City Attorney Anthony Williams stated the code in the current form does exempt certified massage therapists from the licensure requirement the Chief is talking about. There are two permits under this section of code. The first permit is to give massages and the seconded is to be the person who owns or runs the establishment. Without getting an additional permit from the city, a certified massage therapist can administer the massages but for whatever reason they were not included in the list of people who would be qualified to run a massage business. If Council wanted to add them, they could.

Councilor Les Veach moved to forward O-2012-35 with the proposed amendment to Council. *The motion was seconded by Councilor Clark then approved 8/o.*

R-2012-82: Resolution – Approval to unfreeze IT Computer Support Technician Position

Information Technology Director Tom Lloyd presented the resolution asking to unfreeze a Support IT Technician position as recommended in the IT Strategic Plan approved by Council in November.

Vice-President Willingham moved to forward R-2012-82 to Council. *The motion was seconded by Councilor Clark then approved 8/o.*

Report of Liaisons

Vice-Mayor McInturff announced the iPads have been received and each Councilor will be scheduled to come in for one-on-one training.

Mayor Minor reminded everyone that November 24th is Small Business Shopping Day and encouraged everyone to visit the small businesses in the community.

Monthly Reports

Police Department
Fire & Rescue Department

Adjourn

Vice-President Willingham moved to adjourn the meeting at 7:07 p.m. *The motion was seconded by Vice-Mayor McInturff then approved 8/o.*